

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The general meeting of the Bigfork County Water and Sewer District was held on August 10, 2016 at the District office.

ATTENDEES:

Directors: Bob Keenan, Seth Price, Tom Cahill, Duke Phelps and Gene Helberg

District Employees: Julie Spencer, Andy Loudermilk and Vickie Hemphill

Engineering: Jeff Cicon from Morrison Maierle

Other Attendees: Robert Millspaugh from Flathead Lake Brewery

Jolene Bradstreet & Heidi Olson with Rocky Mountain Bank

READ AND APPROVE MINUTES:

President Keenan opened the meeting at 7:00 p.m. The minutes of the July Board Meeting were reviewed for approval. Keenan abstained from voting as he did not attend the July meeting. Cahill made a motion to approve, Phelps seconded and Keenan called for discussion. Hearing none, a vote was called and it was unanimously

RESOLVED, That the minutes for the July 2016 Board Meeting be approved.

AGENDA - ADDITIONS OR CHANGES

Keenan requested the Investment Committee report be moved before Old Business to give the visiting bankers the floor at the beginning of the meeting. There were no objections.

CONSENT AGENDA

President Keenan called for questions about the consent agenda. Andy was asked to elaborate about the customer complaint regarding the septic that was not abandoned during the 2006 North Sewer project – it appears that there were two tanks on that property but only one was abandoned. The plumbing repairs were the responsibility of the District since it was part the 2006 project. Hearing no more discussion, Keenan called for a motion to approve. Price moved, Helberg seconded and it was unanimously

RESOLVED, That all items on the Consent Agenda for the August 2016 meeting be approved.

PUBLIC COMMENT – no public comment.

COMMITTEE REPORT *District Investments* *Price & Phelps*

The committee met with bankers at Rocky Mountain Bank to discuss financial options and invited bank representatives to speak at the August meeting. Jolene Bradstreet and Heidi Olson addressed the Board to present various options offered by Rocky Mountain Bank. Options discussed included the CDARS program, Repurchase Agreements, and Ladder CD's. There was discussion about whether Montana Code Annotated would allow the District to use out-of-state banks according to MCA 7-6-206. Keenan stated that he would get a legal opinion about the use of out-of-state banks. He noted that he would include the auditor in the correspondence for his input and would let Bradstreet know of his findings.

OLD BUSINESS

Engineering update, Jeff Cicon – A written engineering report was provided and included in the Consent Agenda

- *Water Tank & Transmission Line and Access Easement* – Jeff spoke to Nancy on the DNRC review committee and was told the submittal for funding received 280 points of a possible 300 on the technical portion of the review.
- *Standpipe Supply Line and Nursing Home main* – Lakeview Care Center and Little Jon Apartments agreed to the placement of the proposed water main and will likely grant construction easements. Cicon was asked about compensation and told them it was a Board decision. The Board is not inclined to authorize compensation for easements. Joe Pastor has not agreed but Fritz Groenke is working with him. Pastor is unhappy about the washout when the tank is occasionally drained. Cicon is concerned about getting the project started in time; specifically before the asphalt plants close in the fall. If easements are not in place very soon, it will throw off the time frame. He said they could move forward with hope of obtaining the easement from Pastor in time to submit or take out that portion and submit to the DEQ. He would like to advertise the project and award the bid by the September 14 board meeting.
- *Ramsfield Water Rights Wells 3 & 4* – no updates.
- *North & South Eagle Bend Lift Stations* – This project will be submitted to the DEQ before weeks' end and they will advertise for bids on August 21. Bids will then be opened on September 12 and the project awarded at the September 14 board meeting. This would put the project in line to begin on October 1, 2016.

NEW BUSINESS

No new business

COMMITTEE REPORTS

Annexation, Main Extensions & Construction *Helberg & Cahill*

No Committee Meeting

Employee Insurance Compensation & Certification..... *Helberg & Keenan*

Keenan plans to have a committee meeting with Helberg to address the employee handbook with job descriptions before the September meeting.

Resolution #80 was presented to the Board for approval. This resolution amends a previous resolution which reimbursed employees for a portion of their deductible and copay. The amendment discontinues the District's Medical Deductible Reimbursement plan after a switch to a Blue Cross plan with a much lower deductible. Price made a motion to approve, Helberg seconded and it was unanimously

RESOLVED, That Resolution #80 to discontinue the District's Medical Reimbursement Plan be approved.

Pretreatment Regulations *Cahill & Price*

The committee met in July and Keenan asked for a review and any updates. Cahill shared that they had agreed to the retrofit to meter the wastes. Robert Millspaugh spoke to the Directors regarding the retrofit equipment and controls which are still a few weeks from arrival. The most important thing was the changes to the permit which will be reviewed annually for needed changes. The permit will not be started until the retrofit is in place but should be in place by winter. The surcharges for excess loading began with the July bill.

Rate Structure / Budget *Helberg & Phelps*

No Committee Meeting

Rules & Regulations ~~Keenan~~/*Cahill & Price*

Julie is rewriting the rules and regulations per direction from director Cahill before presenting them to committee for revision and approval. After approval, the Rules & Regulations will be referred to as District Ordinances with water and sewer ordinances separated in the document. Fee schedules will be a separate appendix. It was decided that Cahill would take Keenan's place on this committee.

Farmland.....*Helberg & Loudermilk*

There was discussion about changing the farming contract regarding rotation percentages of farmed, fallowed and injected farm land to increase the crop portion. It was agreed that irrigation should be put in place this fall or spring to be sure to get the water right put to beneficial use.

COMMUNICATIONS

DEQ Violation Letter – The pH for wastewater dropped after cleaning the membranes with citric acid, which in turn triggered a violation of the Discharge Permit. The pH issue was resolved, but a violation causes the District to lose the discount on the annual permit. There was discussion about different cleaning agents – most use chlorine or citric acid- and the need to bring the equipment back online more slowly to avoid pH violations.

Montana Department of Commerce Two letters were included regarding the TSEP program

Auditor – A letter from Denning, Downey & Associates was included in the packet. There are many new regulations and Julie asked for help with her FY2016 closing figures. Denning & Downey sent a letter outlining their responsibilities, services and a fee schedule regarding this work.

Keenan called for a motion to adjourn the meeting. Cahill motioned, Price seconded and it was unanimously

RESOLVED that the public meeting be adjourned at 7:51p.m.

Secretary, Vickie D. Hemphill

President, Robert Keenan